

# ARIZONA DEPARTMENT OF EDUCATION-CERTIFICATION UNIT

## LIBRARY-MEDIA SPECIALIST ENDORSEMENT K-12

- **All requirements for the Library-Media Specialist Endorsement must be met. Fees are not refundable.**
1. A valid Arizona Fingerprint Clearance Card (plastic) issued by the Arizona Department of Public Safety.
  2. A valid Arizona Elementary, Secondary or Special Education Certificate.
  3. A passing score on the Library Media Specialist portion of the Arizona Educator Proficiency Assessment. A Master's degree in Library Science may substitute for a passing score on the Arizona Educator Proficiency Assessment.
  4. **One year** of verified full-time teaching experience. (Please submit a letter on official letterhead from District Superintendent or Personnel Director to verify teaching experience.)

\*PURSUANT TO A.R.S. 15-534.03, EACH EDUCATOR MUST NOTIFY THE DEPARTMENT OF EDUCATION OF ANY CHANGE OF ADDRESS WITHIN THIRTY DAYS. CHANGE OF ADDRESS FORMS ARE AVAILABLE ON OUR WEBSITE.

ALL DOCUMENTATION, INCLUDING TRANSCRIPTS, BECOMES THE PROPERTY OF THE ARIZONA DEPARTMENT OF EDUCATION AND WILL NOT BE RETURNED. REQUIREMENTS MAY BE SUBJECT TO CHANGE AND ARE FULLY REFERENCED IN THE ARIZONA REVISED STATUTES AND ADMINISTRATIVE CODE.